



# ASCLS-IA Board Meeting

Date: January 24, 2009

Time: 10:00 am

Location: VA Medical Center, Iowa City

Please bring: Any committee reports

## Agenda

Agenda Item	Responsible Person	Time Allotted
<i>Call to Order</i>	Sheila Pitts	5
<i>Secretary's Report</i>	Lindsey Davenport	5
<i>Treasurer's Report</i>	Karen Campbell	10
<i>President's Report</i>	Sheila Pitts	10
<i>Leadership Mailing</i>	Sheila Pitts	15
<i>Region VI Board Meeting Report</i>	Sheila Pitts	20
<b>Committee Reports</b>	<b>Committee Chairs</b>	<b>40</b>
A. By-Laws	Mick Williams	
B. Career Recruitment/Education/CVSS	Judy Jackson	
C. Government Liaison/PAC	Theresa Ortner	
D. Historian	Yvonne Hinrichsen	
E. Licensure	Vicki Siefers	
F. Membership Development	Vonnie Hinrichsen	
G. Nominations and Awards	Jan Frerichs	
H. P.A.C.E.	Kim Von Ahsen	
I. Professional & Public Relations/NMLPW	Janel Hartwigsen	
J. Publication	Judy Jackson/Vonnie Hinrichsen	
K. Webmaster	Kim Von Ahsen	
<i>Old Business</i>		10
<i>New Business</i>		
<i>Adjournment</i>		

## Other Information

Special notes:



# ASCLS-IA Board Meeting

**Date:** January 24, 2009

**Time:** 10:00 am

**Location:** VA Medical Center, Iowa City

## Minutes

### Board Members Present:

Sheila Pitts, President  
 Kim Von Ahsen, President – Elect  
 Jan Frerichs, Past President  
 Lindsey Davenport, Secretary  
 Karen Campbell, Treasurer  
 Liz Kirkpatrick, Board Member  
 Kim Rieck, Board Member  
 Judy Jackson, Board Member  
 Jennifer Claeys, First Year Professional  
 Rachel Kobernusz, Student Representative

### Other Member's Present:

Mick Williams, Bylaws Chair  
 Theresa Ortner, Gov. Liaison/PAC  
 Yvonne Hinrichsen, Membership/Historian  
 Janel Hartwigsen, Professional/Public Relations  
 Keri Erickson  
 Vicki Siefers, Licensure

### Guests:

**Margret Swaford**  
**Ryan Winkelhorst**  
**Neil Kumor**

### Call to Order

Meeting called to order by \_\_\_\_\_ at 10:10 \_\_\_\_\_ am

### Secretary's Report

Minutes from the  Winter  Spring  Summer  Fall were reviewed with:

Following Changes:

No Changes

#### Motion to Accept Secretary's Report

Moved by: \_\_\_\_\_ approved by Shelia Pitts

#### Motion

PASSED  FAILED

### Treasurer's Report

Treasurer's report was reviewed with:

Following Changes: Shirt expenses changed to a board expense from a misc. expense

No Changes

Please see Treasures Report

#### Motion to Accept Treasurer's Report

Moved by: \_\_\_\_\_ Approved by Shelia Pitts \_\_\_\_\_ Seconded by: \_\_\_\_\_

#### Motion

PASSED  FAILED

**REPORT OF: PRESIDENTS REPORT  
REPORT TO: ASCLS-IA BOARD  
SUBMITTED FOR: FALL BOARD MEETING  
PREPARED BY: SHEILA PITTS, PRESIDENT  
DATE: JANUARY 24, 2009**

**PURPOSE:** To update the board on activities at all levels.

**ACTIVITIES:**

**State Level**

We officially have our new ASCLS-IA shirts. Board members and Committee chairs will receive a shirt free of charge as an appreciation for being an active member. Each year the new board members will also receive one. The other shirts will be for sale to the general member for a fee of \$20.

Last time I reported on how our licensure effort was at a standstill. This time I get to report that it is not! Thank you to Vicki Siefers for volunteering to head this effort. I've seen various e-mails that shows you are actively embracing this role. We look forward to hearing from you on how those efforts are going.

We will also be looking at restructuring our committees to reflect those at the National Level. We will not need all the same committees, but hope to align ourselves in the same direction they are going. We will discuss the duties of each of these committees. No one will be losing a position as a committee chair; it just may have a new name.

Recruitment of new members is each and everyone one of our jobs. I have brought a few materials that I will share with you. We may want to decide as a group which ones are best for us to use.

The next time we meet will be at the Great Plains Regional Lab Expo in Council Bluffs. As usual we will have our Spring Board meeting and Annual Business meeting. Last year at our state meeting ASCLS-IA had a booth in the vendor hall that was manned by the Past-President, President, and President-Elect. I would like to see that happen again this year. We handed out lots of brochures and applications for membership. We will want to brainstorm ideas for a theme or a small giveaway.

**Regional Level** N/A

**National Level**

The 2009 Legislative Symposium is right around the corner, so I'd like to discuss sending a few members like we usually do.

**Leadership Mailing**

Discussion: N/A We are still working with JR Constance and List Serve has just been set up.

**Region VI Board Meeting Report**

Discussion: There is not one at this time. The Region VI Board has not met since our last State board meeting.

## Committee Report

A. Bylaws Nothing to Report

B. Career Recruitment/Education/CVSS

**REPORT OF: Career Recruitment/ Education**

**REPORT TO: ASCLS-IA BOARD**

**SUBMITTED FOR: WINTER BOARD MEETING**

**PREPARED BY: JUDY JACKSON**

**DATE: 1-20-2009**

**PURPOSE: Career Recruitment/education**

**ACTIVITIES:**

Education to junior high or high school students about careers in laboratory

Activities toward those goals:

I have spoken to 3 schools and one 8<sup>th</sup> grade health career exploration day at IHCC.

I will have a picture in the newsletter that was taken of the program at Davis Co high school.

**CONCERNS:**

To make sure the committee knows what other people are doing for education

**REQUESTS FOR ACTION:**

Submit articles and/or pictures of members in action speaking to schools or other groups about laboratory science.

C. Government Liaison/PAC

**SUBMITTED FOR: WINTER BOARD MEETING**

**REPORT TO: ASCLS-IA BOARD**

**PREPARED BY: THERESA ORTNER, CHAIR**

**DATE: JANUARY 24, 2009**

**PURPOSE:** To update the state society on current political action being taken nationally.

**ACTIVITIES:**

Committee goals: -Personal Licensure for state

- Discussing the upcoming Washington, D.C. Legislative day
- Following up on what needs to be done for the Quad state meeting. (Silent Auction?)

Activities toward those goals: - Setting aside time to work with Vicki S.

- Finding out what has been discussed at the regional level for the quad state meeting.

**CONCERNS:** How many individuals going to Legislative day?

Funding for individuals

Not knowing how to prepare or what needs to be done for the Quad state meeting for the silent auction.

Would the board still like me to prepare a presentation for the Quad state meeting?

**REQUESTS FOR ACTION:** Amount of funds available Better communication about the Quad state meeting

Decision to be made as to whether or not I'm to present an update on Legislative Day for the Quad State meeting.

D. Historian Nothing to Report

E. Licensure

Communication and using Elissa P as a resource. Elissa has given a template to use. Will be going to Des Moines next week to meet with Mary Masher to pitch ideas of licensure. Cyto-techs and histo-techs are worried about loss of scope of practice. Vicki is working on letter writing campaign and other ideas in the work.

#### F. Membership Development

Nothing at state level. Regional/National level (Jan F.) says Iowa is up 22 members. We need to keep them as members! What do we need to keep them going at five years, discussions to follow about membership development and retention.

#### G. Nominations and Awards

Vicki Seifers open board position

Keri Erickson president-elect

Karen Campbell treasurer

Member of the Year, Student Member of the Year, Phlebotomist of year, Support Staff of the year, Mentor of the Year.

Shelia gives Jan authority to get a committee together for awards.

#### H. PACE

#### I. Professional and Public Relations/NMLPW

**REPORT OF:** PROFESSIONAL PROMOTIONS COMMITTEE

**REPORT TO:** ASCLS-IA BOARD

**SUBMITTED FOR:** SUMMER BOARD MEETING

**PREPARED BY:** JANEL HARTWIGSEN, CHAIR

**DATE:** JANUARY 20, 2009

**PURPOSE:** TO PROMOTE THE PROFESSION BY RECOGNIZING MEMBERS ACCOMPLISHMENTS.

**ACTIVITIES:**

Committee goals: Recognize ASLCS-IA members accomplishments in their respective local newspapers.

Activities toward those goals: Committee is compiling a list of elected officers and committee chairs. Committee would also like to bring attention to the profession during lab week.

**CONCERNS:** Does the board have any ideas for lab week activities?

**REQUESTS FOR ACTION:** Please send member accomplishments to my e-mail.

Janel.hartwigsen@va.gov

#### J. Publication/Newscope

**REPORT OF:** PUBLICATIONS

**REPORT TO:** ASCLS-IA BOARD

**SUBMITTED FOR:** JANUARY 2009

**PREPARED BY:** JUDY JACKSON

**DATE:** 1-19-2009

**PURPOSE:**

**ACTIVITIES:**

Committee goals:

To publish the winter issue of NewsScope by mid February.

Activities toward those goals:

Please submit articles and pictures.

Items submitted so far Save the Date for Quad State meeting

Information about making nominations for various state awards.

Have Bio for Karen Campbell, Nominated for Treas.

**CONCERNS:**

**REQUESTS FOR ACTION:**

Need Bio for Keri Erickson, Nominated for President Elect and Vicki Siefers for Board Member.

Also need an article from the committee working on licensure.

**Need some photos. A newsletter needs pictures!!**

K. Webmaster

**REPORT OF:** WEBMASTER

**REPORT TO:** ASCLS-IA BOARD

**SUBMITTED FOR:** WINTER BOARD MEETING

**PREPARED BY:** KIM VON AHSEN

**DATE:** JANUARY 24, 2009

**PURPOSE:** To maintain the ASCLS-IA website. The website serves as an essential means of communication information to potential, new, and existing members about the activities of ASCLS-IA.

**ACTIVITIES:**

Committee goals:

Maintain an up to date website.

Activities toward those goals:

1. Website up to date with information that has been provided to me.
2. 2009 Great Plains Regional Laboratory Expo website now available at <http://www.ascls-ia.org/2009LabExpo.htm>

**CONCERNS:** No concerns.

**REQUESTS FOR ACTION:** No requests.

## Old Business

### Discussion:

1. ASCLS-IA Shirts → passed out to board members.
2. AV Equipment purchasing → LCD 500\$ more money from computer? 1500 top of spending for everything. Kim V.A. will be procuring these in near future.
3. ASCLS-IA List-serve → We received an email with instructions on how to use it.
4. Discussion about our Committees and their names. Should our committees reflect those at the National level? → We need to have a change of the bylaws. Create SOPs. Become more congruent with National and Regional committees. Membership, Bylaws, and Nominations are all in bylaws and the rest may be dictated by SOPs. Amendments need to be out 30 days no more than 90 days before meeting. <See attached sheet at end>
5. 2009 Quad State Meeting Update  
-Students going to the State meeting?
6. Scholarships/Awards: Student of the Year; Scholarships (IMTSF); FYP award → what do we have for Scholarships? Jan will be president of IMTSF, as past-president of ASCLS-IA. IMTSF, has members which are all past board members who are current members. Discussion was had.  
→ Appoint scholarship committee subcommittee of nomination of awards. Jan F. is committee Chair. Will contact Pat Knibel , Don Johnson and Vonnie Erickson.

Motion to fund Rachael Kobernusz to State Meeting Tuesday- Friday. Seconded by Kim Von Ahsen. Approved by board.

## New Business

### Discussion:

1. Legislative Symposium, March 23-24, 2009, Washington D.C.
2. Next Board meeting/Annual meeting at Quad State Meeting.
3. Mickey announced: Brenda Barnes new program director in Allan College in Waterloo. 6 students per year. CLS, will accept 4+1, 3+1, and 2+2.

Past President
President
President-Elect
Secretary
Treasurer
Board Member – 3 <sup>rd</sup> Year
Board Member – 2 <sup>nd</sup> Year
Board Member – 1 <sup>st</sup> Year
Board Member – Student
Board Member – First Year Professional (FYP)

**Proposed Committee Restructure**

<b>Current</b>	<b>Proposed</b>
By-Laws	By-Laws
Career Recruitment/Education	
Government Liaison	Government Affairs Subcommittee: Political Action (PAC)
Historian	Historian
	Leadership Development
Licensure	
Membership Development	Member Recruitment
	Member Services
Nominations and Awards	Nominations and Awards
Political Action	
Professional and Public Relations	
	Promotion of the Profession Committee Subcommittee: Career Recruitment Subcommittee: Professional and Public Relations Subcommittee: Licensure
Publications	NewsScope Editor(s)
Webmaster	Webmaster

**Adjournment**

**Motion to Adjourn Meeting**

**Motion**

Moved by: meeting adjourned by Shelia Pitts

PASSED

FAILED

Meeting adjourned by 12:35 at pm